

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, March 28, 2011 at Austin Straubel International Airport – 2077 Airport Drive, Green Bay, Wisconsin

Present: Norb Dantinne, Mike Fleck, Dan Haefs, Dave Kaster

Excused: Bernie Erickson

Also Present: Chuck Larscheid, Judy Knudsen, Bill Bosiacki, Tom Miller

Tour of the Airport Terminal Facilities at 5:30 p.m.

I. Call Meeting to Order:

The meeting was called to order by Vice-Chairman Mike Fleck at 6:00 p.m.

II. Approve/Modify Agenda:

UW-Extension items were moved forward, although shown in proper format here.

Motion made by Supervisor Dantinne, seconded by Supervisor Kaster to approve the agenda as modified. MOTION APPROVED UNANIMOUSLY

III. Approve/Modify Minutes of February 28 2011:

Motion by Supervisor Kaster, seconded by Supervisor Dantinne to approve the minutes. MOTION APPROVED UNANIMOUSLY

1. Review Minutes of:

a. Planning Commission Board of Directors (February 2, 2011):

Motion made by Supervisor Dantinne, seconded by Supervisor Haefs to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Port & Solid Waste

2. Port Budget Status Financial Report for February, 2011:

3. Solid Waste Budget Status Financial Report for February 2011:

Motion made by Supervisor Haefs, seconded by Supervisor Dantinne to take #'s 2 & 3 together and receive and place on file.

MOTION APPROVED UNANIMOUSLY

4. Grant Application Review (#11-08): Renard Island Final Closure:

Chuck Larscheid explained that receipt of this grant will provide for the placement of 200,000 cubic yards of dredge material for Renard Island. This WDNR approved project will greatly enhance the habitat of the island for human and wildlife use. Larscheid stated that by agreement with the US Army Corps of Engineers, maintenance of Renard Island will be the responsibility of Brown County after closure.

Larscheid also reported that he will be making a trip to Washington to speak with legislators regarding a Great Lakes Initiative Grant.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY

5. Resolution re: Opposing Elimination of Municipal Recycling Requirements and Opposing Elimination of Recycling Grant Programs

Larscheid explained that this resolution opposes the elimination of the requirement that a municipality operate a recycling program and opposes the elimination of the State's financial assistance program for municipal recycling during the 2011-2013 biennium. It also shows support for the use of the landfill tipping fee surcharge as the source of funding for financial assistance to municipalities.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY

6. Director's Report:

Larscheid highlighted the following activities during the last reporting period:

- Renard Island – The contractor has completed what he can haul until summer comes and the ground dries.
- Oneida 7 Generation is looking at a location on Hurlbut Drive. A meeting with Green Bay has been scheduled to discuss options.
- The Solid Waste Board Chairman has resigned and has taken a position within the department. Mike VanLanen of the Town of Scott is a new member of the Board.
- The Gas to Energy blower has been replaced which was thought to be oversized. It is hoped this will correct the issue of not enough gas being produced.
- West Landfill has received an air modification permit.
- Highway road limits have been implemented, meaning the Solid Waste contractor is hauling lighter loads.
- Ground water monitoring will be done at the future landfill site near the Gerrits farm.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

Highway:

7. Budget to Actual – December 2010:

8. February 2011 Budget to Actual:

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to take #'s 7 & 8 together and receive and place on file.

MOTION APPROVED UNANIMOUSLY

9. Director's Report:

Commissioner Lamers not present due to his attendance at an Executive Committee meeting. No report.

UW-Extension:

10. **Resolution re: Change in Table of Organization UW-Extension Extend Grant Funded Position (Got Dirt: Marketing Coordinator LTE):**

Judy Knudsen explained that the UW-Extension Table of Organization currently includes a half-time FTE grant funded Marketing Coordinator LTE position. Because of the amount of time the position was vacant and the amount of work remaining to satisfy the grant, the expiration date has been extended to March 31, 2012. Review by the HR Department resulted in a recommendation to increase the position to a .75 FTE for 1,680 hours or until expiration of the grant.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to approve. MOTION APPROVED UNANIMOUSLY

11. **Resolution re: Change in Table of Organization UW-Extension Addition of Grant Funded Position (Horticulture Project Coordinator LTE):**

Ms. Knudsen explained that the NEW Master Gardeners organization has received an Urban Forestry grant from the Wisconsin DNR to fund a horticulture position for 400 hours over a two year period from the date of hire. Again, review by HR resulted in a recommendation to change the Table of Organization to include the .10 FTE Horticulture Project Coordinator LTE.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

12. **Budget Adjustment Request (#11-32): Increase in Expenses with Offsetting Increase in Revenue:**

NEW Master Gardeners received an Urban Forestry Grant from the DNR. Master Gardeners will be sub-contracting with UW-Extension to complete the tasks outlined in the grant proposal. Funding is in the amount of \$5,300 and will be used to pay for salary and fringe benefits for this position over the next two year period.

Motion made by Supervisor Haefs , seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

13. **Budget Adjustment Request (#11-33): Increase in Expenses with Offsetting Increase in Revenue:**

This request is to approve an extension on the "Got Dirt?" grant which will fund a 1.0 FTE Communications Coordinator until 3/31/2012.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

14. **Director's Report:**

Ms. Knudsen highlighted the following activities during the last reporting period:

- The UW-Extension office has received numerous phone calls since the snow storm last week related to damage to plants and trees.
- Staff is working with farmers regarding financial situations in two spectrums, those with debt, and those without.

- Staff is assisting farmers with training of farm laborers because of changes to OSHA regulations.
- Gardening classes are occurring and very popular
- Staff is working with the ADRC and the Health Department to develop a survey regarding care to elderly.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file. MOTION APPROVED UNANIMOUSLY

Planning and Land Services

Planning Commission

15. **Budget Status Financial Report for December 2010:**

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Property Listing

16. **Budget Status Financial Report for December 2010:**

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Zoning

17. **Private Onsite Wastewater Treatment System Maintenance Program Update:**

Bill Bosiacki reported that 1053 wastewater treatment systems have been inspected for compliance. There have been 25 non-responders. Those names have been given to Corporation Counsel for follow-up. In addition, 2834 conventional systems are scheduled for inspection. Approximately 1400-1500 failures are anticipated.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to receive and place on file.

MOTION APPROVED UNANIMOUSLY

18. **Grant Application Review (#11-06): Onsite Wastewater Treatment RLF:**

Bosiacki explained that this grant, if funded, would provide the basis for a revolving loan fund (RLF) to fund the replacement of failing private onsite wastewater treatment systems within the County. Funding from the program would be available to be loaned to Brown County residents to replace failing systems with repayment to the County at 0% interest over 10 years via a special assessment from participating local units of government. These funds would be matched with Wisconsin Fund grant dollars through the Wisconsin Department of Commerce to reduce the initial cost of system installation. As repayments are made, those dollars would be re-loaned to replace additional systems. The grant is in the amount of \$1,000,000 for a three year term.

Motion made by Supervisor Dantine, seconded by Supervisor Haefs to approve.

MOTION APPROVED UNANIMOUSLY

19. **Update regarding Mandatory Revision to Brown County Code Chapter 22 Shorelands and Wetland Ordinance due to Newly State Adopted NR115:**

A draft regarding this matter has been completed and sent to the DNR for review. Upon receipt, it will come back to committee, then to a Public Hearing, and on to the County Board for approval in order to meet the February 2012 deadline.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file.

MOTION APPROVED UNANIMOUSLY

20. **Budget Status Financial Report for December 2010:**

Motion made by Supervisor Kaster, seconded by Supervisor Haefs to receive and place on file.

MOTION APPROVED UNANIMOUSLY

Airport

21. **Resolution re: Petitioning the Secretary of Transportation for Airport Improvement Aid:**

Director, Tom Miller, explained that this resolution is for the purpose of developing and making improvements at the Austin Straubel Airport. An addition to the Resolution title is included in the motion.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to approve with correction – that the following be added to the Resolution title: *Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid to include "Construct International Arrivals Clearance Facility; Replace Access Control and CCTV Systems; Construct Baggage Claim Modifications; Reconstruct Taxiways; Acquire Snow Removal Equipment; Land Acquisition; and any necessary related work.*

MOTION APPROVED UNANIMOUSLY

22. **Bid for Removal of Hazardous Materials:**

A bid has been received from Asbestos Removal, Inc. in the amount of \$44,959 for removal of hazardous materials at the Airport. Miller explained that although there is only one bid, KPH Environment of Milwaukee did review the RFP, however, decided the project was not large enough for them to travel. A third party was interested, however, missed the mandatory walk through and, therefore, was eliminated. There has been \$75,000 budgeted for the project.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to award to Asbestos Removal, Inc. in the amount of \$44,959.00.

MOTION APPROVED UNANIMOUSLY

23. **Budget Adjustment Request (#11-35): Moving Compliance Upgrade Cost from Capital Outlay to Equipment – Non-Outlay:**

Miller explained that during budget preparation, it was anticipated it would be necessary to replace an existing vehicle fueling system in order to comply with the new Department of Commerce Comm 10 regulations. However, a more cost effective means of bringing the system

up to current standards was found which resulted in a significant savings by moving the compliance upgrade cost from Capital Outlay to Equipment-Non-Outlay.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY

24. Budget Status Financial Report for December 2010:

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY

25. Director's Report:

Miller highlighted the following activities during the last reporting period:

- Overtime occurred in the months of January & February for snow removal.
- Construction of a round-about at the entrance to the Airport will begin in May with completion mid-July. During this time period, Highway 172 will be closed from River Tree Road to South Point Road. Access to the Airport will occur through a service road.
- The State will provide dollars for an east aviation ramp during 2011
- Update on the construction of a Firefighting Facility
- SRE building is complete and providing 31% less gas consumption, and 44% less electricity. It will now be LEED certified.

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY

Land Information – No agenda items

Other:

26. Audit of Bills:

Bills not available for signing.

27. Such Other Matters as Authorized by Law:

Motion made by Supervisor Haefs, seconded by Supervisor Dantine to adjourn at 7:15 p.m. MOTION APPROVED UNANIMOUSLY

Respectfully submitted,

Rae G. Knippel
Recording Secretary